

U.S. GOVERNMENT PRINTING OFFICE
Seattle, Washington

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

**Compact Disc
Read Only Memory (CD-ROM)
And
Photo CD**

as requisitioned from the U.S. Government Printing Office (GPO) by

**U.S. Department of Interior
US Geological Survey
Biological Resources Division**

And Various Other Government Agencies and Departments

Single Award

The term of this contract is for the period

beginning November 1, 2003 and ending October 31, 2004

BID OPENING: Bids will be publicly open at 2:00 P.M., prevailing Seattle, WA, time on October 23, 2004

CONTRACT TERM: The term of this contract is for one year (the base year), and four option years. Attention is directed to the clauses: "Economic Price Adjustment," and "Option to Extend the Contract Term."

Fill out and mail Section 4; Schedule of Prices; of this specification with a copy of the 910 form to: U.S. GOVERNMENT PRINTING OFFICE; 4735 E. Marginal Way South; Seattle; Washington; 98134. Mark your bid "ATTN: 1052-S" on the out side of the envelope.

The following web address will allow you to print a copy of the 910 form, which is normally found in the back of the specifications. <http://www.access.gpo.gov/procurement/bids910.pdf>

The following web address will allow you to print a copy of the current pricing abstract, which is normally found in the back of the specifications. <http://winapps.access.gpo.gov/ppd/abstracts/seattle/default.asp> Scroll down and click on 1052-S and 2039-S; the spread sheets are pricing history of this new combined contract. The spread sheets will be in a PDF format.

For information of a technical nature call Ken Foster; ext 17, kfoster@gpo.gov , other questions should be directed to the contract administrator Sandra Sheridan. Phone: (206) 764-3726, ext 12, ssheridan@gpo.gov .

SECTION 1.- GENERAL TERMS AND CONDITIONS

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to the applicable provisions, clauses and supplemental specifications of GPO Contract Terms (GPO Pub. 310.2, effective December 1, 1987 (Rev. 6/01)), and GPO Contract Terms, Quality Assurance Through Attributes Program (GPO Pub. 310.1, effective May 1979 (revised December 1992)). http://www.access.gpo.gov/procurement/ct/terms/ct_title.html; <http://www.access.gpo.gov/procurement/qatap/qatap.pdf> The above links will be able viewing of the most current versions of the a fore mentioned documents.

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Product Quality Levels:

- (a) Printing Attributes -- Level III.
- (b) Finishing Attributes -- Level III.

Inspection Levels (from MIL-STD-105):

- (a) Non-destructive Tests - General Inspection Level I.
- (b) Destructive Tests - Special Inspection Level S-2.

Specified Standards: The specified standards for the attributes requiring them shall be:

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	Camera Copy.
P-9. Solid and Screen Tint Color Match	Camera Copy.
P-10. Process Color Match	Camera Copy.

SUBCONTRACTING: The predominant production functions are CD-ROM replication and Photo CD production.

OPTION EXTENSION OF CONTRACT TERM: The Government may extend the term of this contract by written notice to the contractor no later than 60 days before the contract expires. If the Government exercises this option, the extended contract will include all provision herein. The total duration of this contract, including the exercise of any options, will not exceed five years.

ECONOMIC PRICE ADJUSTMENT: The prices set forth in this contract shall be adjusted in accordance with the provisions of this clause, provided that in no event will prices be revised to exceed the maximum permissible under any law existing as of the date of the contract or as may be hereafter promulgated.

Price adjustment period: For the purpose of this clause, the program years shall comply with the Contract Term clause on page 1. There shall be no price adjustment for orders placed during the first program year of this contract.

Price adjustment: The prices shall be adjusted on the basis of the "Consumer Price Index For All Urban Consumers - Commodities Less Food", published monthly in the CPI Detailed Report by the U.S. Department of Labor, Bureau of Labor Statistics, in the following manner:

- (1) The contract price of orders placed during the adjusted period (excluding reimbursable postage or transportation costs) shall be adjusted by the percentage increase or decrease in the average, seasonally adjusted Consumer Price Index as follows: An index shall be calculated by averaging the 12 seasonally adjusted months ending 3 months prior to the expiration of the first program year of the contract. This average is then compared with the average index for the 12-month period ending 3 months prior to the beginning of the contract, called the base index. The percentage increase or decrease by comparing these two indexes shall be applied to the contractor's invoices for orders placed during the price adjustment period.
- (2) **The Government will notify the contractor in writing of the percentage increase or decrease to be applied** to any invoices to be submitted for orders subject to price adjustment in accordance with this clause. Such percentage will be determined from the published index as set forth above. The contractor shall apply the percentage increase or decrease against the total price of the invoice less reimbursable postage or transportation costs. Any applicable discounts will be calculated on the basis of the invoice price as adjusted.

If the Government exercises an option, the extended contract shall be considered to include this economic price adjustment clause.

LIMITATION OF PERFORMANCE AND CONTRACTOR OBLIGATIONS: Funds are available for performance of this contract for the first program period only. The amount of funds available at award is not considered sufficient for the performance required for any program period other than the first program period. When additional funds are available for the full requirements of the next succeeding program period, the Contracting Officer shall, not later than the date specified in the "Options" clause (unless a later date is agreed to), so notify the contractor in writing.

The Government's obligation to the contractor, as specified and limited under this contract, extends only to work under program period requirements for which funds have been made available and as obligated by each print order.

The contractor is not obligated to incur costs for the performance required for any program period after the first unless written notification is received from the Contracting Officer of an increase in availability of funds. If so notified, the contractor's obligation shall increase only to the extent contract performance is required for the additional program period for which funds have been made available.

If this contract is terminated under the "Termination for the Convenience of the Government" clause "total contract price" in that clause means the amount available for performance of this contract, as provided for in this clause. The term "work in process" in that clause means the work under program period requirements for which funds have been made available. If the contract is terminated for default, the Government's rights under this contract shall apply to the entire multiperiod requirements.

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct a pre-award survey or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

ASSIGNMENT OF JACKETS, PURCHASE AND PRINT ORDERS: A GPO jacket number will be assigned and a purchase order issued to the contractor to cover work performed. The purchase order will be supplemented by an individual "Print Order" for each job placed with the contractor. The print order, when issued, will indicate the quantity to be produced and any other information pertinent to the particular order.

ORDERING: Items to be furnished under this contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under this contract from November 1, 2003, through October 31, 2004. All print orders issued hereunder are subject to the terms and conditions of this contract. This contract shall control in the event of conflict with any print order. When mailed, a print order shall be "issued" for purposes of this contract at the time the Government deposits the order in the mail.

PAYMENT: Submit all vouchers to: Comptroller, Stop FMCE, Financial Management Service, U.S. Government Printing Office, Washington, D.C. 20401.

REQUIREMENTS: This is a requirements contract for the items and for the period specified herein. Shipment/delivery of items or performance of work shall be made only as authorized by orders issued in accordance with the clause entitled "Ordering". The quantities of items specified herein are estimates only, and are not purchased hereby. Except as may be otherwise provided in this contract, if the Government's requirements for the items set forth herein do not result in orders in the amounts or quantities described as "estimated", it shall not constitute the basis for an equitable price adjustment under this contract.

Except as otherwise provided in this contract, the Government shall order from the contractor all the items set forth which are required to be purchased by the Government activity identified on page 1.

The Government shall not be required to purchase from the contractor, requirements in excess of the limit on total orders under this contract, if any.

Orders issued during the effective period of this contract and not completed within that time shall be completed by the contractor within the time specified in the order, and the rights and obligations of the contractor and the Government respecting those orders shall be governed by the terms of this contract to the same extent as if completed during the effective period of this contract.

If shipment/delivery of any quantity of an item covered by the contract is required by reason of urgency prior to the earliest date that shipment/ delivery may be specified under this contract, and if the contractor will not accept an order providing for the accelerated shipment/delivery, the Government may procure this requirement from another source.

The Government may issue orders, which provide for shipment/delivery to or performance at multiple destinations.

Subject to any limitations elsewhere in this contract, the contractor shall furnish to the Government all items set forth herein which are called for by print orders issued in accordance with the "Ordering" clause of this contract.

RECOVERED MATERIALS PROGRAM: The Government Printing Office is promoting the use of recovered materials in its contracts to the maximum extent practicable, provided all specification requirements are met. Offerors are encouraged to supply paper and paper products that contain recovered materials even in the absence of a specific solicitation provision or contract clause requiring such materials.

Recovered materials shall mean "recovered fiber" or "postconsumer recovered fiber" as defined in "Government Paper Specification Standards No. 11," published by the Joint Committee on Printing. However, when used in conjunction with the cotton/linen content of paper, "recovered fiber" means a postconsumer fiber and "recovered material" means a preconsumer fiber.

By submission of a bid or offer, or by substantial performance on a small purchase, the offeror certifies that the paper to be supplied contains at least the minimum percentage of recovered materials in the paper products as specified. This certification concerns a matter within the jurisdiction of an agency of the United States, and the making of a false, fictitious or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001. The Government reserves the right to require proof of such certification prior to first delivery and thereafter as may be otherwise provided for under the provisions of the contract.

When the use of recovered materials is specified, the contractor shall maintain manufacturer/mill accounting and record summaries on the fiber weight content used as feed stock, for the purposes of Government audit, that will verify (a) the contractor's certification of the minimum percentage of recovered materials used in the performance of the contract, (b) that the paper and paper products are in compliance with the specification requirements, and (c) the paper is manufactured in accordance with the Environmental Protection Agency (EPA) Paper Products Recovered Materials Advisory Notice (61 FR 26985, May 29, 1996) whether the products are manufactured by the contractor or another paper mill. The contractor, if not the manufacturer, shall obtain this information from the paper manufacturer. The contractor shall maintain, and make available to the Government, these documents for one year after the expiration of the contract. Nothing in this clause shall excuse the contractor from furnishing the specified paper.

FACSIMILE BIDS: The solicitation provision in GPO Contract Terms (Pub. 310.2) permitting facsimile bids means a bid that has been transmitted to and has been received by a commercial enterprise via facsimile and subsequently delivered to the Government. **Facsimile bids transmitted to GPO offices will not be considered.**

SECTION 2.-SPECIFICATIONS

SCOPE: These specifications cover the production of compact disks; read only memory (CD-ROM) and multi-session disks using Kodak Photo-CD format. CD-ROM disk(s) will require pre-mastering/mastering, replication, printing the informational card, printing on the CD disk(s), packing and distribution. Kodak Photo-CD disk(s) will require digitizing transparencies, creating an index thumbnail, replication of previously produced disk(s), packing and distribution.

TITLE: Compact Disc, Read Only Memory (CD-ROM) and Photo CD.

FREQUENCY OF ORDERS: Approximately 30 orders of CD-ROM and 9 orders of Photo-CD per year (6 new orders and 3 to be copied).

QUANTITY: The average number on each order of CD-ROM will be 400 disks. The average number on Photo-CDs will be 100. Each Photo-CD will contain 100 images.

TRIM SIZE: Compact disk – 120mm in diameter.

Informational card for the CD-ROM: 9-1/2 x 4-11/16".or 14-1/4" x 4-11/16".

Index thumbnail card for the Photo-CD: approximately 4-1/2 x 4-1/2".

GOVERNMENT TO FURNISH:

CD-ROM and the Informational Card:

Electronic media on 3-1/2" disk, Jaz-disk, Zip-disk, and CD-ROM, both IBM and/or Macintosh compatible. Software on the above diskettes could include but not limited to: CorelDraw, PhotoShop, PageMaker, Quark XPress, Freehand, Suitcase, PostScript and PDF files. Software will be in a variety of versions. Printer fonts will be provided on the disk. The contractor must have the current versions and up-grade as they become available.

Pre-mastered CD-R.

Address mailing labels.

Print Order with distribution list.

One reproduction proof (image size 7-7/8 x 6-1/8") for shipping container labels.

Photo-CD:

35mm color transparencies.

Reflective art as color photographs, 4 x 6".

Previously produced multi-session, Kodak Photo-CD.

Print Order with distribution list.

One reproduction proof (image size 7-7/8 x 6-1/8") for shipping container labels.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except form number and revision date, carried on copy or film, must not print on finished product.

WARNING: All electronic media provided by the Government, or and duplicates made by the contractor or his representatives, must be kept accountable and under reasonable security to prevent their unauthorized release. Disks are not to be duplicated in whole or part for any other purpose than to create material to be used in the performance of this contract. All duplicate media shall be degaussed or securely overwritten and any printouts and nonerasable media shall be destroyed by the contractor.

CONTRACTOR TO FURNISH: All materials and operations, other than those listed under "Government to furnish," necessary to produce the products in accordance with these specifications.

PRINTING REQUIREMENTS FOR THE INSERT CARDS AND CD-ROM:

Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to the ordering agency.

The contractor shall create or alter any necessary trapping, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the specified quality level.

COMPUTER TIME WORK: Will consist of minor repairs and/or corrections required by the ordering agency on electronic camera copy. Time work will be rounded up to closest 15 minute increments. **Prior to work, the contractor will be required to inform the agency of the approximate time required for repairs or corrections.**

Upon completion of each order, the contractor must furnish final production native application files (digital deliverables) with the furnished material. The digital deliverables must be an exact representation of the final printed product and shall be returned on the same type of storage media as was originally furnished. The Government may request, as digital deliverables, native files, Postscript files, and/or Adobe Acrobat Portable Document Format (PDF) files.

DATA FORMAT VERIFICATION FOR THE CD-ROM:

Pre-mastering and Mastering:

Upon receipt of the input media, the contractor shall review the files for usability and completeness in accordance with ISO 9660. <http://www.iso.ch/iso/en/ISOOnline.opennerpage> ; (This web link is for the International Standards Organization Site). Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to the ordering agency.

CD-ROM DISK MANUFACTURING: CD-ROM Disks (120 mm in diameter) produced under this contract shall be in conformance with International Standards IEC 908 and Amendment ISO 9660 and, ISO 10149 CD-ROM Standards. All sectors containing user data shall have their Sector Mode Byte set to (01) H, and the sector content and layout shall be structured accordingly.

Local Defects: The maximum allowable diameter of black spots, with or without increased birefringence, is 100 micrometers. All other specifications concerning local defects remain unchanged from those of the referenced international standards.

Metalizing: The reflective layer shall be completely sealed with lacquer on both the inner and outer edges of the disk.

Errors: Block error rate (BLER) may not exceed 80 when averaged over any one-second interval. BLER may not exceed 25 when averaged over the entire user data area. The total number of E22 errors may not exceed 2 per disk..

Jitter Effect: Shall be less than 35 nanoseconds.

Data Capacity: CD-ROM disk must be able to contain up to 74 minutes and 40 seconds of user data (i.e. 688,128,000 bits of data in mode 1).

PHOTO CD MANUFACTURING: The contractor must produce compact disks with multi-session recording of digitized images. The disk will be 120 mm in diameter, single-sided with a highly reflective metal layer sealed with a protective lacquer in conformance with ISO 10140 compact disk standards and a ISO 9660 level 1 file system.

The contractor must be able to produce Kodak Photo CDs with 5 industry standards of resolution ranging from 128 x 192 pixels up to and including 2,048 x 3,072 pixels.

Each photo CD will require that the contractor to scan the government furnished materials using a photo CD imaging workstation, print an index thumbnail sheet containing each image, create a suitable image pack file for each image and write to the compact disk. Digitized images produced from the government furnished materials must match the originals in hue, value, and chroma. The images must be captured without alterations or distortion at base*16; with CD-ROM/XA, mode 2/ form 1.

PRINTING:

Informational cards: CTP (computer to plate or computer to press) printing is encouraged for the production of work placed on this contract. The face of the informational card may print one to four color process plus one additional Pantone. The back of the informational card may print with up to two ink colors.

CD-ROM: Compact disk may print one to four color process, face only. All printing on the disk must comply with the requirements set forth in the ISO, IEC 908 and any amendments, and ISO 10149. Inks must not damage the lacquer layer.

The Photo-CDs will not print and will not require an informational card.

FILMS: Contractor will make all films required.

PROOFS: If digital proofs are created, the same RIP (raster image processor) must be used to produce the final product.

Informational Card: One piece color proof of the informational card with all elements in the proper position.

CD-ROM: One piece color proof of the disk label may be printed on a lacquered 120 mm compact disk , paper or plastic.

When requested the contractor may be required to provide a pre-distribution sample (a check disk) of the completed compact disk. This pre-distribution sample will be for production compliance only.

Photo CD: No proof required.

STOCK/PAPER: The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the "Government Paper Specification Standards No. 11" dated February, 1999. <http://www.access.gpo.gov/qualitycontrol/paperspecs/index.html> . The above link will able viewing of the most current versions of the a fore mentioned document.

The informational card:

White Litho Coated Cover, basis size 20 x 26", 80 lbs. per 500 sheets, equal to JCP Code L10.

The envelope:

White Tyvek envelope with an ungummed flap. The face of the envelope will have a 4-1/8" diameter die-cut window covered with a suitable clear plastic covering. The window must allow the viewing of the disk label. The envelope must be of suitable size to correctly accommodate a standard compact disk.

INK: Four color process and Pantone colors.

MARGINS: The informational card will bleed 4 sides.

PACKING: The contractor will insert each disk into a Tyvek envelope, title out; place one informational card on top, title out; or the contractor will insert each disk into a standard clear plastic jewel case and insert the informational card, title out. When packing Photo-CDs, an index thumbnail must be inserted into the Tyvek envelope or jewel case with the Photo-CD.

Singles or small quantities may be packaged in Jiffy bags or equal after the disk is enveloped or cased. Larger quantities must be suitably box with no voids.

Shipping containers shall not exceed 45 pounds when fully packed.

LABELING AND MARKING: Reproduce shipping container label from furnished repro, fill in appropriate blanks and attach to shipping containers.

Some orders will require the contractor to produce and affixed mailing labels and first class postage to individual packages. The contractor will be reimburse for postage by submitting their mailing receipts with their voucher.

DISTRIBUTION: Deliver f.o.b. destination to the States of Idaho, Montana, Oregon, and Washington. Ground surface shipments to the State of Alaska and the District of Columbia (Washington, D.C. and surrounding Metropolitan Areas) will be reimbursed by submitting shipping receipts with your invoice. Second day air shipments to Hawaii will be reimbursed by submitting shipping receipts with your billing.

When indicated on the print order, deliver to the following Washington, D.C. and surrounding Metropolitan Areas:

Sales Copies to:

US Government Printing Office
Documents Warehouse
8610 Cherry Lane
Laurel, MD 20707
IES Copies
Stock Number: _____

Depository Copies to:

US Government Printing Office
Depository Receiving Section
44 H Street, NW Loading Dock
Washington, DC 20401
Depository Copies: Item Number: _____

File Copies to:

Library of Congress
Anglo-American Acquisitions Division
Government Documents Section
101 Independence Ave. SE
Washington, DC 20540-4172
Attn: File Copies

Shipping instructions for "Sales Stock:

Pack all sets in individual mailing cartons with the title, Program Number, Print Order and date of issue printed on the spine of each carton or packed in padded envelope with the title, Program Number, Print Order and date printed on the outside. Cartons must hold the CD(s) snugly to avoid internal movement and damage to the publication. Individual mailing cartons must be packed snugly in shipping containers to avoid damage.

SCHEDULE: Adherence to this schedule must be maintained. Contractor must not start production of any job prior to receipt of the individual print order; GPO Form 2511. The following schedule begins the workday after notification of the availability of the print order and furnished material.

No definite schedule for pick-up of material can be predetermined.

Proof will be held 2 workdays. The pre-distribution sample will be held one workday.

Delivery must be made within 15 workdays after the availability of print order and furnished material.

All expenses incidental to picking up and returning materials, proofs and furnishing sample copies must be borne by the contractor. Government furnished material will be picked up and delivered to the ordering agency.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with each order or shortly thereafter. In the event such information is not received in due time, the contractor will not be relieved of any responsibility in meeting the shipping schedule because of failure to request such information.

SECTION 3.- DETERMINATION OF AWARD

The Government will determine the lowest bid by applying the prices offered in the "Schedule of Prices" to the following units of production which are the estimated requirements to produce 12 months' work under this contract. These units do not constitute, nor are they to be construed as, a guarantee of the volume of work which may be ordered during the term of this contract.

The following item designations correspond to those listed in the "Schedule of Prices".

I.	(a)	5
	(b)	8,800
	(c)	3,200
	(d)	1,600
	(e)	8,800
	(f)	3,200
	(g)	4,000
	(h)	4
	(i)	4
	(j)	12
II.	(a) (1)	570
	(2)	30
	(b)	600
	(c)	300
III.	(a)	12,255
	(b)	645
	(c)	4,800
	(d)	3,200
	(e)	4,000
	(f)	7

SECTION 4.- SCHEDULE OF PRICES

Bids offered are f.o.b. destination.

Prices must include the cost of all required materials and operations for each item listed in accordance with these specifications.

Bidder must make an entry in each of the spaces provided, in the category or categories for which bids are submitted. Bids submitted with any obliteration, revision, or alteration of the order and manner of submitting bids, may be declared nonresponsive.

An entry of NC (No Charge) shall be entered if bidder intends to furnish individual items at no charge to the Government.

An entry of NB (No Bid) must be entered if bidder does not intend to furnish certain items.

Bids submitted with blank spaces for the individual items will be considered as an entry of NB for that particular item.

All vouchers submitted to the GPO shall be based on the most economical method of production.

Fractional parts will be prorated at the per each rate.

I. CD-ROM PRODUCTION: Prices offered shall be all inclusive for the production of CD-ROM in accordance with the terms of these specifications. Cost must include all required materials, operations and distribution in accordance with the specifications.

Only one pre-mastering and/or mastering charge will be allowed regardless of the number of components required to produce the master.

- | | | |
|-----------|--|----------|
| a) | Pre-mastering and/or mastering per disk. | \$ _____ |
| b) | Replication of CD-ROM disk and printing in a single color. Cost per disk. | \$ _____ |
| c) | Replication of CD-ROM disk and printing in four-color process. Cost per disk. | \$ _____ |
| d) | Printing replicated CD-ROM disk in an additional color other than the colored charged under I.; (b) or (c). Cost per color and per disk. | \$ _____ |
| e) | Printing either size insert card on either side a single color. Cost per side per card. | \$ _____ |

Initials

- f) Printing the face only of either size insert card in four-color process. Cost per card. \$_____
- g) Printing in an additional color either size insert card than the colored charged under colored charged under I.; (e) or (f). Cost per color and per side. \$_____
- h) Color proof of the CD face, cost per proof. \$_____
- i) Color proof, face only of either size insert card, cost per proof. \$_____
- j) Laser single color proof, back only of either size insert card, cost per proof. \$_____

II. PHOTO-CD PRODUCTION: Prices offered shall be all inclusive for the production of Photo-CD in accordance with the terms of these specifications. Cost must include indexing, producing the thumbnail, all other required materials, operations and distribution in accordance with the specifications.

- a) Scanning and digitizing to Base*16.
 - 1) 35 mm transparencies, cost per image. \$_____
 - 2) Reflective art, cost per image. \$_____
- b) Writing to the Photo-CD, cost per disk. \$_____
- c) Replication of a previously produced Photo-CD, cost per disk. \$_____

III. ADDITIONAL MATERIALS AND SERVICES: Cost must be all-inclusive for the materials and services necessary in accordance with these specifications.

- a) Standard clear plastic jewel cases for single CDs. Cost will include inserting CD and insert card. Cost per jewel case. \$_____
- b) Standard size Tyvek envelopes. Cost will include inserting CD and insert card. Cost per Tyvek envelope. \$_____
- c) Jiffy bags or equal. Cost will include inserting cased or enveloped CDs into jiffy bags and sealing bags. Cost per jiffy bag. \$_____

Initials

- d) Boxing and packing in individual cartons for "Sales Stock" to USGPO. Cost per carton. \$ _____
- e) Individual mailing labels addressed and affixed onto jiffy bags or cartons. Coat per carton. \$ _____
- f) Computer time work. Cost to be rounded to the nearest 15 minutes. Cost per hour. \$ _____

BIDDER'S NAME AND SIGNATURE: Fill out and return all pages in "Section 4.- Schedule of Prices" and the Certificate of Procurement Integrity (Attachment A), initial or sign each in the space provided, and submit with GPO Form 910, "Bid". Only the original is required. Do not enter bid prices on GPO Form 910. NOTE: The schedule of prices will prevail in instances where prices are inadvertently entered on GPO Form 910.

Bidder _____

(City - State)

By _____
(Signature and title of person authorized to sign this bid)

(Person to be contacted)

(Telephone Number)